

Town of Lunenburg



Capital Improvement Plan Presentation

January 23, 2020

Heather Lemieux, Town Manager

What qualifies as a Capital Project?

The Town's Policy on Capital Expenditures (Financial Policy Section 3.02) defines capital projects as items that cost \$10,000 or more and have a useful life of three years or longer.

Capital Planning Process

- The Capital Planning Committee (CPC) creates a Capital Plan that consists of all capital requests made by each town department for the next five fiscal years.
- The CPC's first meeting to begin the FY21 Capital Planning process was on September 10th, the Capital Planning documents were sent to departments in October and the Capital Planning Committee met with departments throughout November and December to review all the capital project requests as a group.
- This year the Capital Planning Committee approved new categories for which to evaluate capital requests including categories that relate to effectiveness of government, the effects on operating costs, effect on revenues, and how the project contributes to such things as economic growth, public safety, public health and education. Based on responses to these categories, a project received a composite score. The CPC used this information as a starting point for prioritizing projects.
- Based on the meetings with the Departments the CPC prioritized all the capital project requests for FY21 and provided the prioritized list to the Town Manager on January 7th.
- Per the Town Charter, the Town Manager may modify and/or add to this list of capital projects as part of the proposed budget for the next fiscal year. This capital budget is presented at the Annual Town Meeting, amended as necessary to reflect the will of Town Meeting, and voted on. This plan reflects the same plan that the CPC provided the Town Manager.

FY 2021 Capital Requests

- There were 28 capital requests totaling \$4,239,438 for FY 2021:

CIP#	Dept.	Project Name	Category	FY2021 Projected
FM16-02	DPW	PSB, Carport Reconfiguration	Facilities	135,000
FM17-16A	DPW	Senior Center, Reconfigure Front Entrance	Facilities	24,000
FM20-06	DPW	Senior Center, Kitchen Remodel	Facilities	22,000
FM16-11	DPW	Library, Carpet	Facilities	126,000
FM20-01	DPW	Town Hall, ADA Ramp/Sidewalk	Facilities	22,000
FM20-07	DPW	Ritter, Kitchen Remodel	Facilities	12,000
FM20-02	DPW	Ritter, ADA Ramp Design	Facilities	25,500
FM20-10	DPW	Cemetery Parking Lot at North Cemetery	Facilities	20,000
FM19-05	DPW	Town Hall Repairs- Vertex Year 2	Facilities	128,600
FM19-06A	DPW	Ritter Repairs- Vertex Year 0-1	Facilities	162,769
FM19-06B	DPW	Ritter Repairs-Vertex Year 1	Facilities	126,451
FM19-07A	DPW	TC Passios Repairs- Vertex Year 0-1	Facilities	785,932
FM19-07B	DPW	TC Passios Repairs - Vertex Year 1	Facilities	1,516,015
FM19-09A	DPW	Brooks House- Vertex Year 0-1	Facilities	165,048
FM19-09B	DPW	Brooks House- Vertex Year 1	Facilities	137,990
TOTAL Facilities				3,409,305

FY2021 Capital Requests

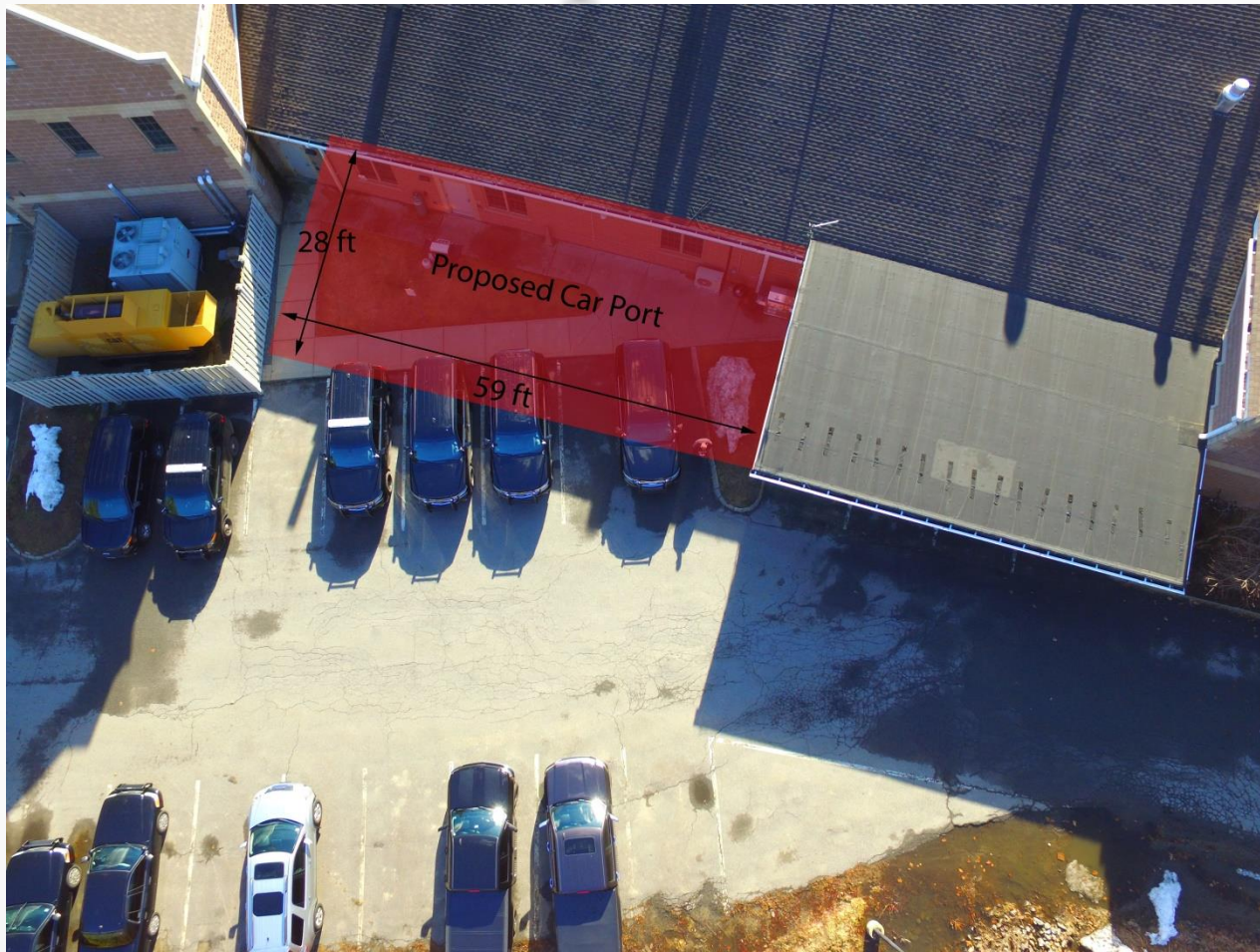
CIP#	Dept.	Project Name	Category	FY2021 Projected
PD16-14	Police	Police Vehicle, 1 Marked	Vehicle	67,000
PD19-01	Police	Police Vehicle, 1 Marked- New	Vehicle	67,000
PD20-01	Police	ACO Vehicle	Vehicle	26,000
PD16-18	Police	Portable Radios	Equipment	45,000
TOTAL Police				205,000
FD17-05-B	Fire	SCBA Complement, Replacement (1/2)	Equipment	115,000
FD16-20-A	Fire	ALS Equipment Phase 1	Equipment	54,800
FD20-01	Fire	Midlife Overhaul of Squad 3		65,000
TOTAL Fire				234,800
LPS16-19-C	Schools	THES, Asbestos Abatement/ Ceiling Replacement	Facilities	123,500
LPS19-03-A	Schools	Design AC for Classrooms at Primary	Planning	10,000
LPS19-02	Schools	Admin Air Conditioning, THES	Facilities	28,000
TOTAL Schools				161,500
INFRA20-01	Highway	Flat Hill Culvert		112,500
DPW16-10	Highway	Trackless & Attachments (replaces 2008 Trackless)	Vehicles	170,000
DPW17-11	Highway	One Ton Dump with Plow (Ford Dump 350)	Vehicles	58,833
TOTAL Public Works				228,833
Total Capital Plan				4,239,438

FY2021 Facilities Capital Requests

- Public Safety Carport Reconfiguration was submitted as a project in FY2016 and will create greater efficiencies and reduce liabilities. Capital Request for \$135,000.



FY2021 Facilities Capital Requests



FY2021 Facilities Capital Requests

- Senior Center Front Entrance Reconfiguration was submitted as a project in FY17 and will reduce liabilities and reduce operating expenses by eliminating leaks created by ice dams. Capital Request for \$24,000.
- Senior Center Kitchen Remodel to replace cabinets and sink in FY2020 for \$22,000.
- Replacement of all the Library carpet was submitted as a project in FY16. Carpet will be replaced with carpet tiles that will reduce replacement costs in the future with single tiles. Capital Request for \$126,000.

FY2021 Facilities Capital Requests

- Replacement of Sidewalk and Ramp in front of Town Hall to comply with ADA requirements. Project was submitted in FY20 for \$22,000.
- Ritter Kitchen Remodel to replace cabinets and sink in FY20 for \$12,000.
- Design for ADA compliant ramp at the Ritter Building. Project was submitted in FY20 for a design cost of \$25,500.
- Install parking lot at North Cemetery. Project was submitted in FY20 for a cost of \$20,000.

FY2021 DPW Capital Requests

- Design for the replacement of Flat Hill Culvert.
 - Culvert identified by Mass DOT as in need of replacement.
 - Construction costs would be eligible for Small Bridge Program Grant funds through Mass DOT.
 - Capital request for design is \$112,500.

FY2021 DPW Capital Requests

- Replacement of Trackless and the attachments. Project was submitted in FY16. Capital request for \$170,000.
- Dump Truck with Plow; project submitted in FY17 to replace existing truck. Capital request for \$58,833.

FY2021 Police Capital Requests

- 2 marked police cruisers with one as a replacement that corresponds to regular replacement schedule and one a new cruiser due to additional staff. Projects submitted in FY16 and FY19, respectively. Capital Requests total of \$134,000.
- Replacement of ACO vehicle to comply with energy efficiency standards under the Green Communities Program. Project submitted in FY20 for a total of \$26,000.
- Replacement of Portable Radios. Project submitted in FY16 as part of replacement schedule for a total of \$45,000.

FY2021 Fire Dept. Capital Requests

- Replacement of other half of Self-Contained Breathing Apparatus:
 - Has served expected lifespan;
 - Project submitted in FY17;
 - Town received earmark for \$100,000 for one half of the Self-Contained Breathing Apparatus (16 units) in FY20 and replacement of other half of apparatus will ensure that staff is trained on the same equipment and interoperability.
 - Each SCBA includes a facemask and 2 thirty minute rated bottles;
 - Federal Assistance to Firefighters Grant to replace SCBA was applied for but not received.
Capital Request for \$115,000.



FY2021 Fire Dept. Capital Requests

ALS Equipment (Phase I):

- Equipment will outfit one ambulance to the paramedic level. Equipment includes a defibrillator/cardiac monitor, ancillary equipment for cardiac monitor, controlled access pharmaceutical dispenser, and the initial outlay for paramedic level required medications.
- Project submitted in FY16;
- Total cost \$54,800.



FY2021 Fire Dept. Capital Requests

- Mid-life Overhaul of Squad 3:
 - This will keep Squad 3 serviceable until scheduled replacement in FY27 for \$1,146,000;
 - Work will include rebuilding the pump, updating/replacing vehicle lighting, repairing body corrosion/paint, repairing rollup doors as needed.
 - Project submitted in FY20;
 - Capital Request for \$65,000.

Fire Department Squad 3



Photo by Dick Bartlett

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FY2021 School Capital Requests

- Turkey Hill Asbestos Abatement. Final phase of the asbestos abatement at THES. This includes ceiling replacement and removing asbestos that is reachable. Capital request for \$123,500.
- Design for AC for Primary School Classrooms. Project requested in FY19. Capital request for \$10,000.
- Installation of AC for THES Administration area. Project requested in FY19. Capital request for \$28,000.

Projects Not Funded for FY2021

- Town Hall Repairs-Vertex PCA Year 2. Capital request for \$128,600.
- Ritter Repairs- Vertex PCA Year 0-1. Capital request for \$162,769.
- Ritter Repairs-Vertex PCA Year 1. Capital request for \$126,451.
- TC Passios Repairs- Vertex PCA Year 0-1. Capital Request for \$785,932.
- TC Passios Repairs-Vertex PCA Year 1. Capital request for \$1,516,015.
- Brooks House- Vertex PCA Year 0-1. Capital request for \$165,048.
- Brooks House-Vertex PCA Year 1. Capital request for \$137,990.

FY2021 Capital Plan

Priority #	CIP#	Dept.	Project Name	Category	FY2021 Projected
1	FM20-01	DPW	Town Hall, ADA Ramp/Sidewalk	Facilities	\$22,000
2	INFRA20-01	Highway	Flat Hill Culvert Design	Infrastructure	\$112,500
3	LPS16-19-C	Schools	THES Asbestos Abatement/Ceiling Replacement	Facilities	\$123,500
4	PD19-01	Police	Police Vehicle, 1 Marked New	Vehicle	\$67,000
5	FD17-05-B	Fire	SCBA Complement, Replacement (1/2)	Equipment	\$115,000
6	PD16-14	Police	Police Vehicle, 1 Marked Replacement	Vehicle	\$67,000
7	FD16-20-A	Fire	ALS Equipment Phase 1	Equipment	\$54,800
8	PD20-01	Police	ACO Vehicle	Vehicle	\$26,000
9	FD20-01	Fire	Midlife Overhaul of Squad 3	Vehicle	\$65,000
10	PD16-18	Police	Portable Radios	Equipment	\$45,000
11	LPS19-03-A	Schools	Design AC for Classrooms at Primary	Planning	\$10,000
12	DPW16-10	Highway	Trackless & Attachments	Vehicle	\$170,000
13	FM17-16A	DPW	Senior Center, Reconfigure Front Entrance	Facilities	\$24,000
14	DPW17-11	Highway	One Ton Dump with Plow	Vehicle	\$58,833
15	FM16-02	DPW	PSB, Carport Reconfiguration	Facilities	\$135,000
16	FM20-06	DPW	Senior Center, Kitchen Remodel	Facilities	\$22,000
17	LPS19-02	Schools	Admin Air Conditioning, THES	Facilities	\$28,000
18	FM16-11	DPW	Library, Carpet	Facilities	\$126,000
19	FM20-07	DPW	Ritter, Kitchen Remodel	Facilities	\$12,000
20	FM20-02	DPW	Ritter, ADA Ramp Design	Facilities	\$25,500
21	FM20-10	DPW	Cemetery Parking Lot	Facilities	\$20,000
			Total Capital Plan		\$1,329,133
		Funding:	Raise & appropriate		\$650,000
			Free cash		\$679,133
			Unexpended Capital		
			Premium Reserved for Capital		
			Total		\$1,329,133